

**WILLIAMSBURG PLANNING COMMISSION
MINUTES
Wednesday, September 14, 2005**

The regular monthly meeting of the Williamsburg Planning Commission was held on Wednesday, September 14, 2005, at 3:30 p.m. in the Council Chambers at the Stryker Building, 412 North Boundary Street.

CALL TO ORDER and ATTENDANCE

Chairman Young called the meeting to order. Present in addition to Mr. Young were Commissioners Pons, Hertzler, McBeth, Friend, Rose, and Smith. Also present were Planning Director Nester, Assistant City Attorney Workman, Zoning Administrator Murphy and Secretary Scott.

MINUTES

Mr. Pons moved that the minutes of the August 17 meeting be approved. Mr. Hertzler seconded the motion which carried by roll call vote of 7-0.

Recorded vote on the motion:

Aye:	Pons, Young, Rose, McBeth, Friend, Smith, Hertzler
Nay:	None
Absent:	None

MATTERS OF SPECIAL PRIVILEGE

Presentation of Beautification Awards

The City of Williamsburg's Beautification Advisory Committee, a subcommittee of the Williamsburg Planning Commission, began a program in early 2001 to recognize members of the community for their contributions to the beautification of the City. Vice-Mayor Clyde Haulman presented the awards to the 2005 winners:

<u>Category</u>	<u>Winner</u>
• Businesses	
Bed & Breakfast -----	Boxwood Inn of Williamsburg Steve & Sandi Zareski 708 Richmond Road & Honorable Mention: Colonial Gardens B & B Scottie & Wilmot Phillips 1109 Jamestown Road
Hotel/Motel -----	Fairfield Inn & Suites by Marriott 1402 Richmond Road

- Individual ----- a tie this year:
Richard & Nancy Evans
301 Capitol Landing Road
and
Tom & Rose Paparis
105 Brooks Street
- Institution ----- Walsingham Academy
- Neighborhood ----- Port Anne

CONSENT AGENDA

There were no items on the consent agenda this month.

PUBLIC HEARINGS

PCR #05-024: Request of Williamsburg-James City County Public Schools for a special use permit to construct a multipurpose building and warehouse adjacent to Berkeley Middle School, 1118 Ironbound Road. The property is zoned RS-2 Single Family Dwelling District. It is proposed to use the buildings for the Center for Educations Opportunities (alternative educational program), the Student Services Department, the General Equivalency Diploma program, and Records Management. The Commission recommended approval with contingencies of the special use permit by a vote of 7-0.

Mr. Nester reviewed the memorandum dated September 9, 2005 and noted that the first floor of the multipurpose building (15,000 square feet) would provide space for students assigned to the Center for Education Opportunities (CEO), an alternative educational program for middle and high school students. The second floor (15,000 square feet) would provide space for the Student Services Department as well as the General Equivalency Diploma (GED) program. The adjacent 8,500 square foot warehouse will be used by Records Management to maintain all records for students and employees as well as school financial and business records and to store new and used equipment needed for the entire school system. He noted that the layouts for the multipurpose building and the warehouse, as well as the parking lot, allow for future expansion.

Mr. Nester said City Council approved a request from the School Superintendent on May 12, 2005 to transfer 2.89 acres of City property to W-JCC Public Schools to allow this property and a portion of the adjacent Berkeley School to be used for this purpose conditioned upon the appropriate City approvals. Alan Robertson, Facility Management Coordinator from the School System, and Bruce Abbott from AES, Consulting Engineers were present to respond to any questions.

In response to concerns of staff and members of the Site Plan Review committee regarding the safety of the access to this site through the existing bus parking and loading area, Mr. Robertson developed a traffic plan which includes striping of the access driveway to the site, the limiting of access during bus loading times, and the addition of a gate to the new facility, which will be closed during bus access time to prevent vehicle conflicts. The majority of traffic to the Multi-Purpose building will be at times other than arrival and dismissal of students at the school and there will be no contact between the two groups of students. A Berkeley staff member will be in charge of opening and closing the Multi-Purpose entrance gate during both arrival and dismissal, further guaranteeing safe conditions for the students. A minimum of three staff members will be present to monitor both arrival and dismissal.

Chairman Young opened the public hearing.

There being no comment the public hearing was closed.

Mrs. Smith asked for clarification of the number of students involved in the course offerings and any staff overlapping. Mr. Robertson responded that there will be about 20 in one of the GED classes and ten in the other. Approximately 115 students will make up the rolls for the CEO program. There is dedicated staff for the programs, so there will be no staff overlapping. The programs will not require use of the athletic fields at the school, but they may have a basketball court on the property.

Mr. Pons asked if this is the best location for the additional buildings. Mr. Robertson responded that parcels of land this size in a centralized location are hard to come by, and the timing and availability of the property have occurred at an opportune time.

Mr. Rose reiterated the Site Plan Review Committee's concern regarding safety in the parking area. He noted that the scheduled student drop-off and pick-up schedule is extremely tight. Mr. Robertson agreed that the timing is tight, but said school staff will be coordinating the monitoring of the gate and they don't anticipate a problem.

Commission members discussed how the school system's use of this particular portion of the property will affect future opportunities for development. It was suggested that the proposed additions be shifted to the outside edge of the property. Mr. Robertson explained this change would throw off their planned opening of the additional buildings for the fall of 2007. Mr. Abbott stated that the shift would necessitate going through the subdivision and would take more than 2.89 acres because with the proposed plan they have been able to use some of the Berkeley site.

Mr. Pons asked if the shift in location could be made a condition of the Commission's recommendation to City Council and Mr. Nester said it could, but agreed the shift would require going through the subdivision. This would not provide good access to the site as well as greatly increase the infrastructure cost.

Mrs. Smith asked if there is any plan to expand the building housing the Berkeley Middle School programs, and Mr. Robertson said there is not and that the school is currently at the optimal size of 800 students. Mrs. Smith stated that she has children who love to play sports, but have difficulty finding a place to play. She would hate to put these buildings in a spot that isn't the best location because of an access problem. Mr. Pons suggested the Commission approve the proposal with the stipulation that further review of the total acreage be recommended. Mr. Hertzler asked if this proposal would inhibit potential development by dividing the parcel in two. Could it be realigned closer to the pump station? He added that if the City of Williamsburg decides to have its own school system this might be a good site.

Chairman Young stated that the Commission could add whatever comments they deem appropriate to their recommendation to City Council, perhaps suggesting Council reaffirm this is the best location for the proposal.

Mrs. McBeth moved that Planning Commission recommend to City Council that the Special Use Permit be approved to allow the Williamsburg-James City County Public Schools to construct a multipurpose building and warehouse adjacent to Berkeley Middle School, in accordance with the preliminary site plan titled "Exhibit for Special Use Permit Multipurpose Building, Berkeley Middle School, Williamsburg/James City County Schools," dated July 25, 2005 and prepared by AES Consulting Engineers, contingent upon the following:

1. Recordation of a subdivision plat to combine the 2.89 acre parcel acquired from the City with the Berkeley Middle School parcel.
2. Construction of a sanitary sewer main to connect this project with the City's Sanitary Sewer Pump Station on Strawberry Plains Road.
3. Striping the existing bus parking and loading area as shown on the plan titled "Proposed Striping and Sign Plan, Exhibit for Special Use Permit Multipurpose Building, Berkeley Middle School, Williamsburg/James City County Schools," dated 8/29/05, and prepared by AES Consulting Engineers.
4. Materials and design for the proposed buildings to be in accord with the building elevations prepared by HBA Architects, and the exterior building materials shall be brick veneer and synthetic stucco exterior veneer [an Exterior Insulation & Finish System (EIFS) similar to the newest part of Berkeley Middle School].
5. Approval of the final site plan by Planning Commission.
6. When the road access is available to the property, the property will be connected to the existing road.

The Planning Commission further recommended that City Council only approve the Special Use Permit as recommended by the Commission if Council is satisfied that this proposal represents the best use of the 2.89 acres to be transferred to W-JCC Schools and of the remaining ten acres of City property.

Mr. Rose seconded the motion which carried by roll call vote of 7-0.

Recorded vote on the motion:

Aye:	Pons, Young, Rose, McBeth, Friend, Hertzler, Smith
Nay:	None
Absent:	None

OPEN FORUM

Chairman Young opened the Open Forum portion of the meeting encouraging comments from the audience on any topic.

There being no comment the Open Forum portion of the meeting was closed.

SITE PLANS AND SUBDIVISIONS - None

OLD BUSINESS - None

NEW BUSINESS

VAC #05-001: Request of Brooks & Hall, David and Linda Coppinger and Marc Frandsen to vacate Williamsburg Avenue between Second Street and Penniman Road. This unimproved 50-foot wide by 325 feet long right-of-way is located between Second Street and Penniman Road (on the west side of Taproot, 157 Second Street; and on the east side of Patriot Solutions, Inc., 146 Penniman Road). This property is zoned General Business District. The Commission recommended approval with contingencies by a vote of 7-0.

Mr. Nester reviewed the requested vacation which was originally approved in 1996, but was never executed by the applicants. The applicant stated the reason for the vacation of the street is "to abandon unneeded right-of-way and consolidate with adjoining commercial property." Mr. G. T. Brooks, one of the applicants, was present for questions.

Mr. Rose moved that Planning Commission recommend to City Council that the vacation of Williamsburg Avenue between Second Street and Penniman Road be approved contingent upon the dedication from the adjacent property owners of a 15-foot drainage easement across the Second Street frontage of the vacated street to cover the existing storm drainage pipes and inlets, and contingent upon the receipt of \$21,327 from the adjacent property owners as consideration for the street vacation.

Mr. Friend seconded the motion which carried by roll call vote of 7-0.

Recorded vote on the motion:

Aye:	Pons, Young, Rose, McBeth, Friend, Hertzler, Smith
Nay:	None
Absent:	None

OTHER

Comprehensive Plan Work Session

Mr. Nester and the Commission discussed a number of dates for the next work session to discuss the Comprehensive Plan. After consideration of several dates and times, It was determined Commission members will check their calendars and respond to Mr. Nester tomorrow with their availability.

INFORMATION ITEMS

- Report from City Council
- Planning Department Monthly Report
- Monthly Financial Statement

There being no further business the meeting adjourned at 4:50 p.m.

PUBLIC HEARINGS SCHEDULED FOR OCTOBER 19, 2005

PCR #05-025: Request of Temple Beth El for a special use permit to construct a one- and two-story addition to the existing Temple at 600 Jamestown Road. The property is zoned RS-2 Single Family Dwelling District. The addition will have a social meeting area, bathrooms, storage, offices and a relocated kitchen on the first floor, and three classrooms on the second floor. This special use permit request would replace the special use permit granted to allow the conversion of 106 Indian Springs Road from a single family dwelling to classroom use (PCR #05-013).

Jesse Young, Chairman
Williamsburg Planning Commission